

Meeting Procedures

Outline of Meeting Procedures:

- ❖ The Chair will call the meeting to order, read the opening meeting statement, and then introduce the item.
- ❖ The typical order is for consent items, old business, and then any new business.
- ❖ Please respect the right of other participants to see, hear, and fully participate in the proceedings. In this regard, anyone who becomes disruptive, or refuses to follow the outlined procedures, is subject to removal from the meeting.

Role of Staff:

- ❖ Staff will review the staff report, address the approval criteria, and give a recommendation on the application.
- ❖ The Staff recommendation is based on conformance to the general plan and meeting the ordinance approval criteria.

Role of the Applicant:

- ❖ The applicant will outline the nature of the request and present supporting evidence.
- ❖ The applicant will address any questions the Planning Commission may have.

Role of the Planning Commission:

- ❖ To judge applications based upon the ordinance criteria, not emotions.
- ❖ The Planning Commission's decision is based upon making findings consistent with the ordinance criteria.

Public Comment:

- ❖ The meeting will then be open for either public hearing or comment. Persons in support of and in opposition to the application or item for discussion will provide input and comments.
- ❖ The commission may impose time limits for comment to facilitate the business of the Planning Commission.

Planning Commission Action:

- ❖ The Chair will then close the agenda item from any further public comments. Staff is asked if they have further comments or recommendations.
- ❖ A Planning Commissioner makes a motion and second, then the Planning Commission deliberates the issue. The Planning Commission may ask questions for further clarification.
- ❖ The Chair then calls for a vote and announces the decision.

Commenting at Public Meetings and Public Hearings

Public comment may NOT be heard during Administrative items, the Planning Division Project Manager may be reached at 801-399-8371 before the meeting if you have questions or comments regarding an item.

Address the Decision Makers:

- ❖ When commenting please step to the podium and state your name and address.
- ❖ Please speak into the microphone as the proceedings are being recorded and will be transcribed to written minutes.
- ❖ All comments must be directed toward the matter at hand.
- ❖ All questions must be directed to the Planning Commission.
- ❖ The Planning Commission is grateful and appreciative when comments are pertinent, well organized, and directed specifically to the matter at hand.

Speak to the Point:

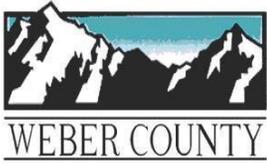
- ❖ Do your homework. Obtain the criteria upon which the Planning Commission will base their decision. Know the facts. Don't rely on hearsay and rumor.
- ❖ The application is available for review in the Planning Division office.
- ❖ Speak to the criteria outlined in the ordinances.
- ❖ Don't repeat information that has already been given. If you agree with previous comments, then state that you agree with that comment.
- ❖ Support your arguments with relevant facts and figures.
- ❖ Data should never be distorted to suit your argument; credibility and accuracy are important assets.
- ❖ State your position and your recommendations.

Handouts:

- ❖ Written statements should be accurate and either typed or neatly handwritten with enough copies (10) for the Planning Commission, Staff, and the recorder of the minutes.
- ❖ Handouts and pictures presented as part of the record shall be left with the Planning Commission.

Remember Your Objective:

- ❖ Keep your emotions under control, be polite, and be respectful.
- ❖ It does not do your cause any good to anger, alienate, or antagonize the group you are standing in front of.



WESTERN WEBER PLANNING COMMISSION MEETING

MEETING AGENDA

April 11, 2023

Pre-meeting 4:30/Regular meeting 5:00 p.m.

- **Pledge of Allegiance**
- **Roll Call:**

- 1. Minutes: March 14, 2023**
- 2. Rules of Order**

Petitions, Applications, and Public Hearings:

3. Legislative items:

- 3.1 ZTA2022-07:** A public hearing and action on an application to amend the Weber County Land Use Code to help implement the new Western Weber General Plan. Specifically, the subject amendments pertain to processes, standards, requirements, and/or restrictions regarding the following subjects: creating a new zone and amending the R-1-12 and R-1-10 zones to provide flexible lot area standards; amending regulations for flag lots; changing rezone application requirements; adding shared private lanes and private streets provisions; reorganizing development on a substandard streets provisions; providing new street access and street design and right-of-way standards; amending access to land-locked parcels, access to a lot or parcel other than across the front lot line; amending exactions for park space and improvements, amending the dark sky committee composition; and providing other related clerical and administrative edits to enable the proposed amendments. **Planner: Charlie Ewert**
- 3.2 ZTA2022-06:** A public hearing and action on an application to amend the Form-Based zone of the Weber County Land Use Code to implement a West Weber Village Street Regulating Plan. Specifically, the subject amendments pertain to processes, standards, requirements, and/or restrictions regarding the following subjects as they will apply to property in the Form-Based zone: creating a new street type to be used in street regulating plans and the associated amendments; adjusting short-term rental use allowances in the Form-Based zone to reflect the recently adopted short-term rental ordinance; regulating front-facing garage doors on narrow lots; regulating front yard setbacks and setbacks for accessory buildings; reducing the maximum height allowance in the zone; amending allowed colors of commercial buildings; adding a typical 3-lane village street design; amending mid-block access and crossing requirements; inserting graphics to help illustrate standards; creating pathway location, connectivity, and design standards; standardizing line work, symbology, and colors for all maps, and providing for the new street type; clarifying transferable development rights provisions; enabling banking of transferable development rights on parcels within the zone; amending workforce housing requirements to reduce requirements for workforce housing, eliminate them from larger-lot developments, set a maximum amount of workforce housing allowed per development, and restrict where workforce housing can be located; and providing related clerical and administrative edits to enable these amendments. **Planner: Charlie Ewert**

4. Public Comment for Items not on the Agenda:

5. Remarks from Planning Commissioners:

6. Planning Director Report:

7. Remarks from Legal Counsel

Adjourn to Work Session

WS1: Discussion regarding ordinance implementation of provisions in the Western Weber General Plan. The discussion will include but may not be limited to subdivision procedure amendments, subdivision standards amendments, supplemental regulations amendments, outdoor lighting regulation amendments, and signage regulation amendments. **Planner: Charlie Ewert**

Adjourn

The regular meeting will be held in the Weber County Commission Chambers, in the Weber Center, 1st Floor, 2380 Washington Blvd., Ogden, Utah.

Public comment may not be heard during administrative items. Please contact the Planning Division Project Manager at 801-399-8374 before the meeting if you have questions or comments regarding an item.

A Pre-Meeting will be held at 4:30 p.m. The agenda for the pre-meeting consists of discussion of the same items listed above, on the agenda for the meeting. No decisions are made in the pre-meeting, but it is an open public meeting.

In compliance with the Americans with Disabilities Act, persons needing auxiliary services for these meetings should call the Weber County Planning Commission at 801-399-8374